

GO GREEN, GO PAPERLESS

Dear Valued Customer,

TPx is undertaking an effort to save paper and waste by upgrading customers to paperless billing. We are taking the following steps and hope that you will help to support this effort. **(If you are already enjoying paperless billing, please disregard this notice.)**

FOR EXISTING ONECENTRAL CUSTOMERS:

Since you are already electronically engaging with TPx, we will further enhance your customer experience with the convenience of Paperless Billing. No more stacks of paper bills cluttering your mailbox and countertop.

FOR NON-ONECENTRAL CUSTOMERS:

Please sign up on our OneCentral Payment Portal for paperless billing by going to <https://onecentralportal.tpx.com/OneCentralPortal/> and clicking on the **New Admin Sign Up** link under the login fields.

If the convenience of paperless billing does not meet your needs, you can opt to continue receiving your paper bill for a monthly fee of \$10.00.

To opt-out of paperless bills you can open a case by visiting <https://www.tpx.com/support/open-case/> or by emailing us at Customercare@tpx.com

Unless you choose to opt-out within THIRTY days, you will no longer receive a paper bill.

Enjoy the paperless advantage:

- Billing, usage, and other info found on your paper bill is available with a click
- No more delayed or missing invoices
- On-the-go convenience
- Saving money on stamps and envelopes
- Reduced carbon footprint
- Security

For more information about OneCentral Payment Portal please visit <https://www.tpx.com/support/onecentral-portal-user-guide/>